

**COMMON INTEREST COMMUNITY BOARD
MANAGER REGULATORY REVIEW COMMITTEE MEETING**

MINUTES OF MEETING

The Common Interest Community Manager Regulatory Review Committee of the Common Interest Community Board met on Thursday, May 6, 2010, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia 23233.

The following members were present:

Ronda S. DeSplinter, Chair
Kimberly B. Kacani
Marshall Bowden
Kenneth E. Chadwick
Christiaan P. Melson
Edward J. O'Connell, III
Paul L. Orlando
John Rhodes
Charles Simpson
Lucia Anna Trigiani (Ex-Officio)

Committee member Walter Sasser was not in attendance.

DPOR staff present for all or part of the meeting included:

Jay W. DeBoer, Director
Mark N. Courtney, Deputy Director of LRD
Trisha L. Henshaw, Executive Director
Thomas K. Perry, Property Registration Administrator
Betty C. Jones, Administrative Assistant
Jesstina Adelman, Program Analyst

Steven Jack from the Office of the Attorney General was present.

Ms. DeSplinter, Chair, called the meeting to order at 9:35 a.m.

Call to Order

Mr. Chadwick moved to approve the agenda. Mr. Melson seconded the motion which was unanimously approved by: Bowden, Chadwick, DeSplinter, Kacani, Melson, O'Connell, Orlando, Rhodes, and Simpson.

Approval of Agenda

Ms. DeSplinter opened the floor for public comment. Mr. John Rust, Jr. addressed the Committee during the Public Comment Period and discussed his concerns with the draft regulations developed by the

**Public Comment
Period**

Committee. As a result of these concerns, Mr. Rust prepared and presented an alternative draft of the Common Interest Community Manager Regulations that was presented on behalf of the Virginia Association of Community Managers. Mr. Rust summarized the changes contained in the alternative draft. The primary concern was that the regulations added another tier of licensure, however, Mr. Rust indicated that was not the intention of the law and that the statute imposes no duties on a certification holder. The draft also included fee changes as well as omitting provisions related to active status.

Ms. Dawn Bauman, Executive Director of the National Board of Certification for Community Association Managers, also addressed the Committee during the Public Comment Period concerning several items in the draft Common Interest Community Manager Regulations. Ms. Bauman indicated that Community Association Institute supports imposing experience requirements, eliminating the complexity of the regulations, reviewing the burden on management companies, and keeping expenses reasonable for management companies and associations.

The Committee recessed at 10:31 a.m. and reconvened at 10:49 a.m.

Break

The Committee reviewed the revisions to the draft Common Interest Community Manager Regulations (Employee Certification Provisions) that were suggested at the last Committee meeting as well as the changes suggested in the draft provided by the Virginia Association of Community Managers. The Committee discussed and made additional changes to the draft text.

**Review Draft CIC
Manager
Regulations
(Employee
Certification
Provisions)**

The Committee recessed for lunch from 12:08 p.m. and reconvened at 12:37 p.m.

Lunch

The Committee continued the review of the draft Common Interest Community Manager Regulations. Some of the changes were of a grammatical nature, and others to clarify sections of the regulations. After review and discussion, Mr. Bowden moved that the Committee recommend that the Board adopt the draft regulations developed by the Committee. Mr. Chadwick seconded the motion which was unanimously approved by: Bowden, Chadwick, DeSplinter, Kacani, Melson, O'Connell, Orlando, Rhodes, Simpson, and Trigiani.

**Review Draft CIC
Manager
Regulations**

Ms. Henshaw indicated that staff would revise the draft regulations in accordance with the Committee's comments for review at the June 24, 2010, Board meeting.

There was no other business.

Other Business

The Board members serving on the Committee were reminded to complete their conflict of interest forms and travel vouchers.

**Conflict of Interest
and Travel Voucher
Forms**

There being no further business, the meeting was adjourned at 2:12 p.m.

Adjourn

Lucia Anna Trigiani, Chair

Gordon Dixon, Secretary

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